

UNIVERSITY OF JAMMU

CIRCULAR

In view of the repeated requests made by the residents of the Old/New Campuses regarding the permission to allow the private domestic helps/maids from outside the campuses to enter the respective Campuses for domestic work, as per their own personal arrangements, the following advisory (in continuation to earlier advisory issued in respect of the residents of the Old/New Campuses from time to time) is hereby circulated, for strict compliance by the residents, in the interest of their safety and security:-

1. All such residents, in the interest of the health of their family members, shall personally ensure that the domestic help is coming only from the Green Zone and has no signs and symptoms of fever, cough or respiratory distress.
2. The residents shall compulsorily provide the following details in respect of the respective domestic help with the recommendations of the concerned authorizing official residing in the Old/New Campus to the security guards at the Gates for maintaining proper records:-

- | | |
|---|-------|
| a. Name of the domestic help | _____ |
| b. Age/Gender of the domestic help | _____ |
| c. Address of the domestic help | _____ |
| d. Mobile Number of the domestic help | _____ |
| e. Name & address of the resident | _____ |
| f. Mobile Number of the resident | _____ |
| g. Signature of the resident | _____ |
| h. Recommendation and Signature of the concerned authorizing official | _____ |

Allowed/Not Allowed

3. The residents are advised to ensure that all the mandatory precautionary measures are taken by the domestic help while working in their residence/s against the spread of COVID-19 as per the advisories issued by the University as well as the Government.
4. Further, with regard to the people coming from outside the Campuses after lockdown period, they are required to go for mandatory home quarantine for seven days. No person from Red zone will be allowed to enter the University.

Kind cooperation of all the residents is solicited please.

Estan/201/1013-1112

Dated: 10.06.2020

Reg. Singh
REGISTRAR/10.6.2020

Copy to:-

1. Social Secretary to the Vice Chancellor
2. Sr. P.A. to the Dean Academic Affairs/Dean Research Studies/Dean Planning & Development/Registrar/Controller of Examinations/DCD/DDU/ Director(DQA)
3. All Rectors / Directors of the Offsite Campuses of the University
4. Dean Students Welfare/Provosts (Boys/Girls Hostels)/Dean Students Placement/ Librarian(Dhawan/Off Campus)
5. All Heads/Directors of the Teaching Departments of the University
6. Ex. Administrator, General Zorowar Singh Auditorium
7. Sr. P.A. to the Joint Registrar (Finance) (DDE)
8. Ex. Computer Centre Coordinator Campuses
9. Programme Coordinator(NSS)
10. All Wardens of University Hostels
11. President: BTA/BOWA/BNTU/BUNGEA
12. All Dy. Registrars/SE/EXUN/DC Media Cell/ Manager Guest House
13. Chief Medical Officer
14. All Assistant Registrars
15. Chief Security Officer
16. In University Website
17. All Sections/Guard File